

STOKE ASH & THWAITE PARISH COUNCIL

Minutes of the Parish Council meeting held Thursday 18 September 2025, 7.30pm at Stoke Ash Village Hall.

Present: Cllrs T Pulham (Chairman), R Kember, Mrs V Lane, G Leggett, Mrs C Maisey, R Maisey, J Rosling, G Tancred, Mrs J Wright and G Wright.

1. **Apologies and Consent to Absence** – apologies had been received from District Cllr T Weller and Cllr Stringer would be arriving late due to another meeting.
2. **To receive declarations of interest relating to items on the agenda** – none.
3. **PUBLIC FORUM:** to receive the following reports:
Police – report available online at <http://suffolk.police.uk> – no queries were raised.
County Councillor – deferred.
District Councillor – Cllr Weller’s written report had been circulated (copy attached to the Minutes). Cllr Tancred recorded thanks to Cllr Weller for his action on a village hall item.
Parishioners and Public (meeting open for 10 minutes) – none.
4. **To consider Health and Safety items for report** – none to report
5. **To consider for approval Minutes of the Annual Parish Council meeting held 17 July 2025**
Cllr Mrs Lane proposed acceptance of the Minutes, seconded Cllr Tancred and agreed.
6. **Matters arising from the Minutes for report only**

17.5.18	Storage of PC documents at Ipswich Record Office	TP
18.5.23 18.5.23 21/11/24	Thwaite Comm Projects Allotment plots Prune Fruit Tree on allotment land/coppice hedge St George’s Hall – solicitor investigating covenants OSR – Improvement Project Grant funding for fruit trees on allotment land	See Agenda item below TP preparing plots TP/GL Awaiting solicitor response Pending St George’s future. TP
18.6.20	Review Emergency Plan	A revised MSDC template had been requested. RK
16/11/23	Stoke Ash: 1.Clear pipes under road at the Ford and Bridge 2. Ditches Wetheringsett side of Deadman’s Lane ford	Confirmation from Suffolk CC Highways pipes had been cleared – complete. Pending s.19 letters to landowner/s Cllr Stringer/TP progressing
16/11/23 18/7/24	Thwaite: 1.River Dove clearance from Deadman’s Lane bridge to Thwaite 2.Resolve flooding at A140/Wickham Road junction during rainfall Replace 6-8 reflective bollards Church Lane/Wickham Road junction	TP/AS TP to undertake ditch clearance Wickham Road subject to a meeting with Highway officer. If dredging work a success Willow tree to be left in situ. TP/AS AS to provide funding for 6/8 reflective bollards from locality budget
21/3/24	Thwaite Allotments subject to Allotment Act 1950	TW to provide up to date version and terms & conditions
16/1/25	St George’s Hall	GL – agenda item
20/3/25	Dog fouling	Agenda item 11 below
20/3/25	Roman Way/Huggins Lane white lines	Re- reported by AS.
17/7/25	Thwaite Meadow – action re. rabbits	Agenda item 13 below.

17/7/25	Footbridge – Thwaite permissive path	TP dealing with the footbridge. Complete.
17/7/25	Old School Room, Thwaite – gutters	Agenda item 14 below
17/7/25	Furniture rear Roman Way	GT

7. **Parish Website** – to consider and agree website editor arrangements

Cllr Tancred reported, having discussed the website requirements with Cllr Rosling, he (Cllr Rosling) had agreed to take over as website editor. Cllr Rosling suggested this was on a slimmed down basis leaving much as is and keeping it updated with new items and events. The meeting recorded its thanks to Cllr Rosling for agreeing to take over the role.

8. **To consider Planning Application/s for recommendation to MSDC** - none received

9. **Planning Decisions received from MSDC**

1. DC/25/02719: Hill Farm, Grasshopper Lane, also known as Huggins lane, Stoke Ash - application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for the conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 (as amended) Schedule 2, Part 3, Class Q - Change of use of agricultural barn to form 2no dwellings. Application Granted

10. **Planning correspondence** – none.

11. **Dog Fouling Report**

It was reported some dog fouling issues were ongoing but reduced. This would be monitored in both parishes and reported on if necessary.

12. **Neighbourhood Watch report**

Damage and theft from a car in Thwaite was reported and theft of vehicles in the area. CCTV cameras in Stoke Ash was discussed. Item to be included on the next agenda.

13. **Thwaite Meadow** – rabbits: report on actions agreed at last meeting

There appeared to have been no further feeding of rabbits. Rabbits were still being seen on the allotment field at dusk. Item to be removed from the agenda but would be monitored.

14. **Thwaite Community Projects Group**

1. Allotment Lettings – Cllr Pulham progressing.
2. Pruning fruit tree and coppice hedging on allotment land – Cllr Pulham progressing.
3. Report on grant application to fund planting fruit trees on community/allotment land – Cllr Pulham progressing.
4. St George’s Hall – report on English Heritage and Diocesan advice on sale of the property. Cllr Leggett reported he was in the process of setting up a meeting with the Diocesan Solicitor for clarification of any restrictions on the property and surrounding land.

15. **Finance**

1. To consider s.137 donation requests – none received.
2. To consider for approval Parish Council funding contribution to a community Christmas event/s 2025
Three events were being planned to take place over the festive season between 13 – 31 December 2025.
 1. 13 December: a Childrens’ Christmas Party with professional entertainer for children from both parishes up to the age of 12. This would be held at Stoke Ash Village Hall and would involve probably a maximum of 20 children to be invited.
 2. Festive Trailer with music: this would be held over a December weekend, early evening. Friday in Thwaite and Saturday in Stoke Ash. Father Christmas and Elves would be serving mulled wine and cyder plus a BBQ serving roast chestnuts and other food.
 3. New Year’s Eve Party at Stoke Ash Village Hall

Cllr Stringer arrived at 8.20pm

Cllr Tancred asked whether the Parish Council would consider contributing a sum not exceeding £2500 towards the events. Councillors agreed community events in both parishes were important and should be encouraged, Cllr Wright proposed approval of the sum up to £2500, seconded Cllr Kember and unanimously agreed. Thanks were recorded to Cllr Tancred for his work on the proposed events so far.

The Chair enquired whether Cllr Stringer would have funding available from his locality budget to contribute towards the events. Cllr Stringer asked for an emailed application. Cllr Tancred would make an application to Cllr Stringer.

3. Notification and to consider for approval NALC agreed clerk salary award 2025-26

A 3.2% increase had been applied to parish clerks’ salary with effect from 1 April 2025. The Finance Working Group recommended this was approved together with an increase in the clerk’s spinal column

point from 21 to 22. Cllr Leggett proposed acceptance of the above recommendation, seconded Cllr Kember – unanimously agreed.

4. Annual Insurance Renewal – to consider and approve renewal documents 2025-26

The insurance renewal documents had been circulated to councillors prior to the meeting. No changes were proposed. Cllr Mrs Maisey proposed acceptance of the annual renewal premium of £841.89, seconded Cllr R Maisey – unanimously agreed.

5. Accounts for Payment/receipts received

Date	Payee	Purchase/Service	Amount	Vat	Total	Agreed/Decld	Ch no.
18/9/25	Zurich Insurance	Parish Council annual premium	£841.89	-	£841.89	Agreed	100601
18/9/25	MSDC	Annual dog/waste bin emptying 25/26	244.20	48.84	293.04	Agreed	100602
18/9/25	Clerk	Sal-expen July – Sept 2025	£846.58	-	£846.58	Agreed	100603
14/8/25	E.On	OSR electricity 1/7/25 -31/7/25	£18.22	-	£18.22	Agreed	100330
14/8/25	Anglian Water	OSR water charges 30/1/25 – 29/7/25	£9.31	-	£9.31	Agreed	100331
18/9/25	E.On	OSR electricity 1/8/25 – 31/8/25	£21.99	-	£21.99	Agreed	100332

Cllr Tancred proposed payment of the above accounts, seconded Cllr R Maisey – unanimously agreed.

6. Finance Report including action to date on items raised in Internal Audit Report year-end 31.3.25

The Finance Working Group meeting held 17 September 2025 had been circulated to councillors (copy attached to the minutes) Cllr Wright proposed adoption of the report, seconded Cllr Tancred and unanimously agreed.

7. To consider a Stoke Ash & Thwaite PC official gov.uk email and domain name

As per the Internal Audit report recommendation, details for conversion to a gov.uk domain name had been obtained from CAS the current website host. CAS offered a conversion package from the current parish council website to a gov.uk domain name plus 11 gov.uk email addresses at an annual cost of £275 – £300. Cllr Leggett proposed this was progressed, seconded Cllr R Maisey and unanimously agreed.

5. To consider for approval transfer of ownership of Parish Council bench at Stoke Ash Village Hall Green to the Village Hall

Cllr Leggett proposed the bench was transferred to the ownership of Stoke Ash Village Hall, seconded Cllr Tancred and unanimously agreed.

Item 3 – County Councillor Report – Cllr Stringer went through his written report (copy attached to the Minutes).

Additional items raised:

Reflective Bollards at Thwaite – Cllr Kember was in the process of making an application for the replacement bollards direct to Cllr Stringer.

Cllrs Pulham and Cllr Stringer were in discussion regarding the ditch clearance work at Thwaite an Deadman’s Lane, Stoke Ash - Cllr Stringer was in contact with County Highways regarding the white lines at Huggins Lane/Roman Way.

Debris at rear of Roman Way properties – Cllr Stringer advised that a record of incidents of the debris building up would need to be recorded. Cllr Tancred would look to monitoring this.

Blister Packs – Cllr Stringer confirmed these would be continued.

16. **To consider for adoption the following policy documents 2025-26:**

LGA Model Councillor Code of Conduct

General Data Protection Regulation documents (GDPR)

Asset Register

Risk Assessment

Multicultural and Inclusivity

Equality and Diversity

All the documents above had been circulated to councillors prior to the meeting. No amendments or changes were suggested. Cllr Kember proposed adoption of the above on block, seconded Cllr Mrs Maisey – unanimously agreed.

17. **Clerk’s report/correspondence** – none.

18. **Chair’s report** – none.

19. **Any other business for information exchange/agenda requests**
Transport scheme to help parishioners with journeys to medical appointments etc. Cllr Leggett requested an item for the next meeting to consider a scheme, similar to that in Bacton, to assist parishioners without their own transport or unable to drive themselves to appointments/shopping etc. This would probably involve drawing up a list of volunteer people able to help and advice as to whether volunteers would need to attend DBS training.
Flood Relief Scheme – Thwaite – Cllr Kember reported this was about to happen in Thwaite. An item would be included in the parish magazine for parishioner information.
20. **Date of next Parish Council meeting: Thursday 20 November 2025, 7.30pm at Stoke Ash Village Hall**
 Meeting closed 9,40pm

Signed:

Chairman

Date:

Summary of Action Points

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17/7/25	Old School Room, Thwaite – gutters	GL
17/7/25	Furniture rear Roman Way	GT
18/9/25	Locality Funding application for Xmas activities	GT

Cllr Andrew Stringer, Upper Gipping

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199061 - andrew.stringer@suffolk.gov.uk

One Suffolk Business Case Agreed

The business case that promotes a “One Suffolk” model of unitary local government, has now been agreed by a meeting of the Full Council. This business case will now go forward to the government minister for consideration. A business case for 3 unitary councils for Suffolk will be considered by Mid Suffolk District Council next week. If either of the these business cases are agreed by Government this will bring about the single biggest change in local government in Suffolk for over 50 years.

Guidance and information on 20mph speed limits

As you may remember from last month’s report, my group tabled a motion at July’s council meeting to make it easier for communities to obtain a 20mph limit where there is clear local support for it. We argued that the currently process with SCC Highways is lengthy and unnecessarily complex at a time when 20mph limits have increasing public support. This motion was rejected by the Conservative administration on the grounds that they were already planning a review of this process. 20’s Plenty, a UK organisation that promotes lower speed limits, has some helpful guidance and a draft motion for parish and town councils who are considering a 20mph speed limit, with lots of supporting information including data from the 20mph trial in Wales which showed that lower speed limits significantly reduced accidents, deaths and serious injuries with little impact on journey times. Please see link below if this is something you may be interested in pursuing:

https://www.20splenty.org/parish_council_motion

Review of Suffolk Transport Infrastructure

Following the passing of a motion at July’s council meeting which acknowledged that intervention was necessary to reduce the reliance on the Orwell Bridge, the council’s administration have announced a review of transport infrastructure for Suffolk and requested funding from the government to make improvements. The review will examine what is needed and where, examining areas such as the Orwell Bridge and the A14 corridor, Port of Felixstowe, the Sizewell power stations, and the need to upgrade the Ely/Haughley rail junction, which the government recently announced there would be no money for. The review will also take into account housing needs and the role of the future Mayor for Norfolk and Suffolk, who will have responsibility for strategic transport. The council has sent an open letter to the Transport Secretary, Heidi Alexander MP, calling for talks about the need for strategic investment in Suffolk’s transport infrastructure, which you can read here:

<https://www.suffolk.gov.uk/asset-library/SCC-response-to-Heidi-Alexander-MP-1.pdf>

New Environmental Charity for Suffolk

A new environmental charity jointly established by Sizewell C, East Suffolk Council and Suffolk County Council has pledged to spend at least £78m on boosting biodiversity in Suffolk. The charity, named East Suffolk Trust (EaST), will distribute funds to local organizations through a grants scheme to improve biodiversity and protect natural landscapes. Governed by a Board of independent Trustees, the new charity could help to set out how future major infrastructure projects can help deliver local nature recovery across the county. Sizewell

C has pledged at least £78m over the next 70 years, and in addition, the charity will seek funding from other local businesses and organisations to invest in nature. Trustees of the charity include Julian Roughton, former CEO of Suffolk Wildlife Trust, Heather Broughton MBE, former trustee of the National Lottery Heritage Fund and James Alexander MBE, former trustee of RSPB and former Chair of trustees at Suffolk Wildlife Trust.

All Suffolk Food Waste to be Processed in the County

As part of the new 'Simpler Recycling' laws brought in by the previous Conservative government, councils will have to collect and deal with food waste from all Suffolk households from 2026. The council has set up a four-year contract with Bio Capital to process this food waste locally at a recently approved anaerobic digestion plant at the Adnams Distribution Centre in Reydon near Southwold. Around 31,000 tonnes of household food waste could be sent to the new facility each year, which will be processed to generate green fuel (biomethane), and turned into soil fertiliser, which means Suffolk's food waste will be put to good use.

Norwich to Tilbury Planning Application

The Planning application has been formally submitted by National grid to government for the Norwich to Tilbury pylon route, The government will assess the application to make sure it is valid. This process takes around 4 weeks. Until the application is found valid, no details or documents will be published.

If found valid, the planning process will take around 18 months.

Update on Homes for Ukraine Scheme

As of 31 March 2025, Suffolk has welcomed 1,747 Ukrainian refugees under the government's Homes for Ukraine scheme, supported by a special team in the Public Health & Communities directorate. The government has introduced the Ukraine Permission Extension Scheme (UPES), which allows people currently living in the UK under an existing Ukraine Visa scheme to apply to extend their stay in the UK for a further 18 months when their valid Ukrainian visa expires. Here is some guidance below for hosts and guests

- It is important that guests actively apply to extend their visa - the visas will NOT be extended automatically
- Guests should submit an application when they have 28 days or less left on their current permission. If they apply too early, their application may be rejected and they would then need to re-apply later
- If the guest doesn't know the date when their current leave to remain ends, they can sign into their UKVI account (www.gov.uk/evisa/update-ukvi-account) to find out, or they can refer to their permission letter which will detail their visa's expiry date
- Applications can only be submitted while the guests are physically present in the UK

To get more information about how to apply for an extension, follow the instructions provided on the official UK government website:

<https://www.gov.uk/guidance/applying-to-the-ukraine-permission-extension-scheme>

The government pays Homes for Ukraine hosts a 'thank you' payment of £350 per month, and in Suffolk this is supplemented by an additional £25 per month by the council. You can find further information about the scheme here: <https://www.gov.uk/guidance/becoming-a-sponsor-homes-for-ukraine>

Finally, Suffolk County Council is offering a one-off Independent Living Payment (ILP) of £2,000 to Homes for Ukraine guests who are leaving their host accommodation and moving into their own home. To issue this payment certain criteria must be met, and Suffolk County Council will ask to see a copy of a valid, signed and dated (by both parties) legal tenancy agreement in the guest's name. The funding can be used for purchasing items to support the move to independent accommodation. The new accommodation can be either furnished or unfurnished, and can be situated outside of Suffolk.

Guest(s) can apply for the Independent Living Payment by downloading a form from the council's website, which is available in English, Ukrainian and Russian. To access this form and details of other support for Ukrainian guests in Suffolk, please use this link to the council website:

<https://www.suffolk.gov.uk/community-and-safety/communities/community-engagement/support-for-refugees/support-for-ukraine/ukraine-information-for-guests>

Social Media and Helpful Links

Follow us on:

Twitter - [Suffolk Green, Lib Dem & Independent Group \(@SuffolkGLI\) / Twitter](#)

Instagram – https://www.instagram.com/suffolkgli_group/

Facebook - [Suffolk GLI - Green, Liberal Democrat & Independent Group | Facebook](#)

Website - [Suffolk Green, Liberal Democrat and Independent Group – The GLI Group at Suffolk County Council \(suffolkgli.wordpress.com\)](#)

Cost of Living help and advice:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/family.page?familychannel=6> Benefits

advice and support:

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/adult.page?adultchannel=0>

Flood preparation advice: <https://www.suffolk.gov.uk/suffolk-fire-and-rescue-service/fire-and-rescue-safety-advice-in-the-community/what-to-do-in-a-flood>

<https://suffolkprepared.co.uk/get-prepared/risk-advice/flooding/>

Flood recovery advice and support: <http://www.suffolk.gov.uk/about/flood-recovery-information-for-suffolk>

District Councillor Report – Sept 2025

Local Government Review	<p>The Council has released draft proposals on its proposed 3-unitary model which include division of the county into “Western”, “Central & Eastern”, and “Ipswich and Southern”. As neither Mid Suffolk nor Babergh comfortably fit into this model, the proposal would see the two present council footprints divided between the 3 proposed councils. A full website on the 3-unitary model, including the proposed map effecting these changes, is available here: Welcome – Three Councils For Suffolk.</p> <p>A public session about LGR was last week in Stowmarket and (today) in Eye.</p>
Mid Suffolk and Babergh hosted Tour of Britain Men’s Cycle race	<p>The UK’s largest international professional cycle race visited Mid Suffolk on 3rd September. The second stage of the Mens’ Lloyds Tour of Britain started and finished in Stowmarket, as well as visiting other parts of the district, including Debenham and Eye. Information relating to the economic benefit of hosting the event will be available in due course. The race organisers were impressed with the efficiency with which MSDC executed its functions given the exceptionally short notice provided, compared with other host authorities for other stages of the Tour.</p>
Introduction of small electrical recycling banks	<p>12 new electrical recycling banks (6 in Mid Suffolk, and 6 in Babergh) have been installed across the two districts. This is part of a new scheme funded by ‘Material Focus’ to help reduce e-waste across the district. More information about where these banks are can be found on MSDC’s website Twelve new electrical recycling bins for Babergh and Mid Suffolk - Mid Suffolk District Council - babergh.gov.uk / midsuffolk.gov.uk The nearest location to Stoke Ash & Thwaite is Buckshorn Lane Car Park, Eye.</p>
Temporary Emergency Housing	<p>Mid Suffolk Cabinet agreed to invest in 30 new properties in the district to be used for temporary emergency accommodation. To be eligible to be accommodated someone must be legally homeless, meet all necessary immigration and residence conditions and have a priority need for housing. This investment will reduce the Council’s reliance on use of B&B accommodation, and will save revenue in the long term.</p>
Land east of The Lows	<p>MSDC has completed work to make safe dead and diseased trees and clear a path through a portion of the land. The Council has also entered into an agreement with the River Waveney Trust to manage the land in accordance with an agreed plan. An RWT Community Engagement Officer will be working with residents and other interested parties to form a volunteer working group to mirror that working successfully at Frenze Beck in Diss.</p>
Kerrison Land Acquisition	<p>MSDC has acquired 62 acres of mixed meadow, pasture, riparian and woodland on the former Kerrison site in Thorndon to protect and improve its biodiversity value, undertake work on natural flood alleviation and enhance public access.</p>